TO: **Michael D. McVicker, Assistant Director**
           Computer Services Division
           Department of Information Services

FROM: **Kathy Rosmond, Stan Ditterline**

DATE: **July 3, 1996**

SUBJECT: **MONTHLY STATUS REPORT FOR JUNE 1996**

I.   LEADERSHIP

Year 2000

The following accomplishments occurred during June:

- Received and reviewed four responses to the RFP for automated conversion tools. The evaluation team found none of the responses met all the mandatory requirements for a variety of reasons. Also, the acquistion costs exceeded our acquistion plan, therefore the RFP was canceled. Several alternatives are being considered: revising and reissuing the RFP, acquiring a date simulation tool immediately, and reassessing the need for automated conversion tools.

- SCPD presented a draft Year 2000 policy to the CAB/Focus Group at the June 3 meeting.

- Presented the concept and high-level procedure for personal services optional use agreements to the CAB/Focus Group. Four agencies indicated they would be interested in using the agreements.

- Received approval for acquisition plans for personal and purchased services optional use agreements.

- Released purchased services optional use agreement and sent to 59 potential vendors on June 17.

- Reviewed draft recommendations from the Special Interest Group Subcommittee to study year 2000 testing issues.

- Met with Pete Noble, Gartner Group, to discuss sponsoring and participating in a Gartner Group Services Year 2000 Best Practices Group.

- Reviewing Software Control Management Concurrent Source Management Tools.

- Reviewed Documentation and narrowed down search for Date Simulation Tool to XPEDITER XCHANGE, and will bring in for a thirty day trial.

- Preliminary research on best approach for common Date, Windowing, and Bridge Routines.

- Met with Mel Creamer to determine scope of MAPPER year 2000 conversion requirements.

- The compliance subcommittee of the Year 2000 SIG drafted a recommended compliance process.

II.   STAFF DEVELOPMENT

GA - Carole Gazarek used the Viasoft Estimate 2000 Impact Analysis Tool to produce an impact analysis on all of their systems.

HRISD - all payroll/personnel applications have been analyzed using the Viasoft tool. HRISD initiated pilot conversion projects for HCA and DCD. HRISD is developing their conversion and testing methodology including the design of a common date routine.

L&I - completed their Impact Analysis by combining the results from the Viasoft Estimate 2000 tool for COBOL programs, the Natural programming language impact analysis service, and the results from the consultants that it hired to assist in determining impact on agency personal computers and LANs. L&I is developing their conversion and testing methodology including the design of a common date routine.

DSHS - SSPS project - Kathy Rosmond and Stan Ditterline are participating on the steering committee for a conversion pilot of the SSPS system. The purpose of the pilot is to evaluate the conversion and test effort for a representative sample of SSPS programs. The results will be used to validate or adjust the analysis tool estimates and to provide input for their RFP for SSPS Year 2000 conversion servicces.

OFM - completed the pilot conversion on their BPS system and adjusted the resource parameters of the Estimate 2000 tool based on their experience. OFM is participating on the testing subcommittee and the automated tool subcommittees of the SIG. They participated on the conversion tool technical evaluation team.

Employment Security- is using the Estimate 2000 tool to perform an impact analysis on their applications.

WSU - Carole Gazarek used the Viasoft Estimate 2000 Impact Analysis Tool to produce an impact analysis on 80 programs. WSU was very pleased with the results but they have decided not to enter into an agreement to use the Estimate 2000 tool on DIS' system.

DOC - Carole Gazarek is assisting the agency in using the DIS Viasoft impact analysis tools.

WSP - attended the second Estimate 2000 class and have entered into an agreement to use the Estimate 2000 tool on DIS' system. They are currently running their code through the Estimate 2000 Tool.

Treasurer -trying to work out some technical issues to get their code over to DIS to be analyzed.

DRS - Carole Gazarek will be working with them to do Impact Analysis. They will be sending their NATURAL code off site to FORMAL Systems to be analyzed.

LEAP - Carole Gazarek used Estimate 2000 tool to analyze 270 COBOL programs and returned the output to Bob Vaughn.

REV - John Simmons used Estimate 2000 tool to analyze Revenue programs. They are analyzing the results and impacts.

VI.   OPERATIONAL IMPROVEMENTS (Infrastructure)

Customer Support

- Attended Gartner Group Year 2000 satellite broadcast .

- Kathy edited a draft deliverable for the **SIM Year 2000 working group.** A meeting of all the working group subcommittees is planned for August 11-12 in Washington, D.C.

- Kathy had discussions with Year 2000 Project team members from US West, Maryland, North Carolina, California, Utah, Oregon, Coca Cola (in Atlanta).

- Kathy contacted IS managers from WWU, EWU, CWU, and CTC to give them information and updates on the Year 2000 Project.

- Kathy attended the June PSY2KO meeting. She agreed to be the central clearinghouse for collecting Year 2000-related problems with Microsoft products.

- Meeting with HRISD, L & I, OFM, DNR, DRS, SIG Subcommittee to discuss Project Plan Methodology and Testing Methodology. A lot of ideas and energy. We will be meeting again on July 11.

VII.   TECHNOLOGY IMPROVEMENTS

- Harlan began receiving responses to survey letters sent to desktop hardware and software vendors. Coordinated survey with similar L&I and WSP efforts.

- Harlan published available survey results and meeting minutes to the secure FTP.

- Harlan created a document that instructs computer users in methods for checking personal computer date rollover to the year 2000.

- Harlan entered and reformatted all survey responses for placement on the Year 2000 Home Page.

- Judy Politz is learning HotDog Pro, HTML 2.0, TELNET, and CuteFTP applications to design and implement survey responses on the Year 2000 Home Pages. She began presentation improvements on the initial Year 2000 Home Pages.

VIII.   ACHIEVEMENTS PLANNED FOR NEXT MONTH

- We plan to complete the personal services RFQQ for Year 2000 support.

- We will conduct a thirty day evaluation of the date simulation tool.

- We will determine the requirements for standardized date routines to determine if a commercial package can meet enough of the requirements to be cost justified.

- Give an initial briefing on the desktop through mid-range hardware and software surveys to the SIG.

- Mail additional desktop through mid-range survey questionnaires and followup on those manufacturers whom we have contacted by telephone.

- Send draft recommended complaince process to full Year 2000 SIG for concurrence prior to forwarding the document to I/T management.

- Hardware and software manufacturer survey responses will be placed on the Internet.

- Year 2000 Best Practices discussions will continue with Gartner Group. Criteria for other participating organizations will be determined and Gartner Group will advertise the new group to other members at a meeting in Boston on July 16.

IX.   ISSUES REQUIRING MANAGEMENT ATTENTION

MDM:kr
Attachment: MSProject Plans

cc: Assistant Directors
         CSD Managers
         Central Files